



**MISSION:**

To make Tempe the best place to live, work and play.

**VALUES:**

People... Integrity... Respect... Openness... Creativity... Quality...

## **UTILILTY SERVICES TEAM LEADER**

### **Purpose:**

To actively support and uphold the City's stated mission and values. To perform technical and administrative duties involved in leading a team of staff, and participating in the work of the Water Utilities Department collection and distribution field operations involving the operation and use of all equipment, with the exception of the TV Van, to perform field plumbing and pipefitting installation and maintenance duties.

### **Supervision Received and Exercised:**

Receives general supervision from the Utility Services Supervisor, or from other supervisory staff.

Supervises Utility Services Technician I and multi-skilled Utility Services Technician II staff and may act as a subject matter expert to assist in training of staff.

### **Examples of Duties:**

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Recommend and assist in the implementation of goals and objectives; establish methods, parameters and schedules for operation and maintenance activities; implement policies and procedures;
- Act as a coach and mentor to team members; facilitate and participate in team member's IDP's and initiate PIP's and disciplinary actions as necessary.
- Evaluate operations and activities in assigned areas of responsibility; perform analysis of methods and procedures and recommend improvements and modifications.

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- Install new water meters; change-out old water meters.
- Exercise water main valves; exercise fire hydrants.
- Assist in doing “hot taps” on water mains; assist in doing taps on sewer mains.
- Assist in installing or repairing water or sewer mains and services; assist in fire hydrant repairs.
- Inspect and approve or recommend disapproval of water taps, sewer taps, or water service installations by contractors or inspect any other type of water or sewer appurtenances installed by contractors as requested.
- Use a variety of hand tools and operate dump trucks and utility work trucks in performing duties.
- Operate sewer cleaning trucks and rodders as needed.
- Operate backhoes as required.
- Install and maintain fire hydrants.
- Install, maintain and repair water and sewer services, water and sewer mains, water valves, water meters, and all related appurtenances.
- Create Hansen Software work orders and pick lists.
- Serve on rotating list for Supervisor Standby duties.

**Experience and Training Guidelines:**

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

**Experience:**

Three years of increasingly responsible experience in the installation, maintenance and/or repair of water and/or wastewater systems for a utility. Supervisory or lead experience is desirable.

**Training:**

Equivalent to completion of the twelfth grade.

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**Licenses/Certifications:**

Possession of a valid Class A Commercial Arizona driver's license with a tanker attachment.

Possession of the Grade II Water Distribution Operator Certificate and the Grade II Wastewater Collection System Operator Certificate issued by the State of Arizona and the ability to obtain and upgrade to Grade III's within 18 months.

**This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 104.**

**Job Code: 8289**

**Salary Range: 27**

**Compensation Plan: P40 / Regular**

**FLSA: Non-Exempt**